

DEVELOPING A LIBRARY PRESERVATION PROGRAM



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5th Rizal Library International Conference
Libraries, Archives and Museums: Common Challenges, Unique Approaches
Session 2: Preservation and Conservation

What is Preservation?



*photo by Beth Doyle, Duke University Preservation Librarian

“Preservation is . . . the term that encompasses all aspects of a program whose goals are the long-term survival of the physical form and/or informational content of library materials and archival records.”

–Ward, in Preservation Planning

TERMINOLOGY

Preservation

Conservation

Restoration

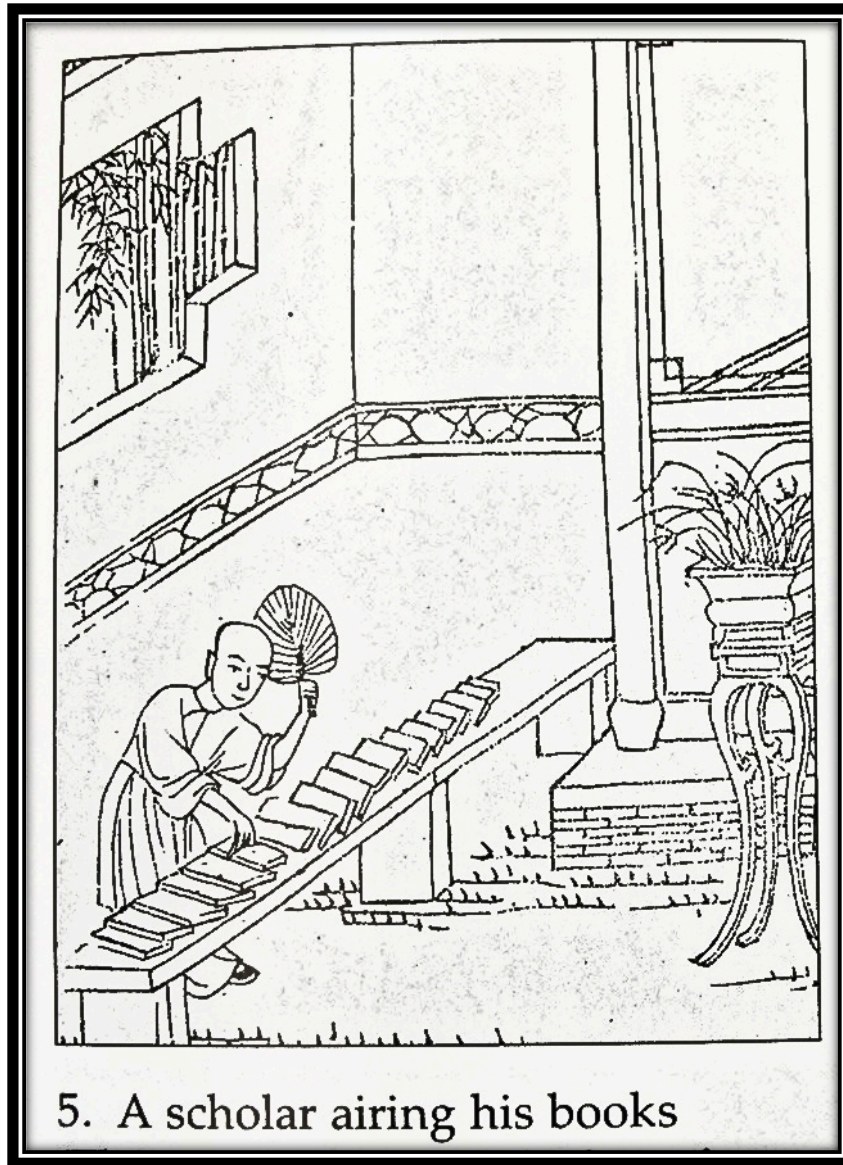


Preservation
aims to prevent
damage from
happening . . .



and to address it when it does.





Preservation as Profession

Problem of brittle paper
Major library disasters

+

Professional organizations
Availability of information
Standards established
Funding sources

Preservation as Profession

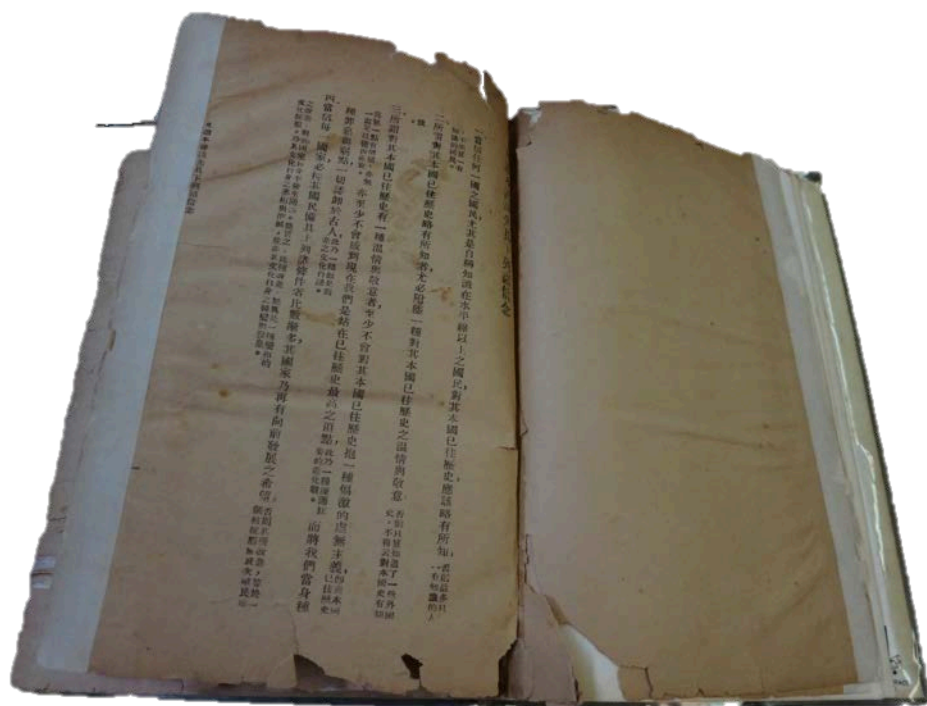
Professional organizations

- The **Council on Library Resources (CLR)**, founded in 1956 and later funded a research center to study the permanence of the book
- **Association of Research Libraries (ARL)** played a prominent part in early efforts to study and combat the brittle paper problem.
- **Canadian Conservation Institute**, founded in 1972
- **Image Permanence Institute**, founded in 1985 to pursue scientific research on the preservation of visual materials and related collections.
- 1970s - two **regional conservation centers** were established to provide conservation treatment and preservation education services. **NEDCC & CCAHA**
- **Research Libraries Group (RLG)** was founded in 1974 and played an important role in conducting cooperative microfilming projects
- **American Library Association** established its first **subcommittees** on library preservation in 1970
- **The Book and Paper Group (BPG)** of the American Institute for Conservation of Historic and Artistic Works (AIC) was established in 1980.



PRESERVATION – Why?

Preservation is core to the central mission of every academic library. Regardless of format, libraries collect and make accessible recorded knowledge.



Can this book be saved?



From the Rizal Library webpage:

Mission

To select, acquire, develop, organize, maintain, preserve and make readily available up-to-date information sources needed to support the teaching, scholarship, research and community service programs of the Loyola Schools.



EFFECTIVE PRESERVATION:

- awareness of need
- commitment at institutional level
(funding, infrastructure, organizational support, etc.)
- value and understanding at all levels
- communication



CORE ELEMENTS of preservation programs:

- environmental control
- disaster planning
- collection care
- **binding** (library binding standard ANSI/NISO Z39.78)
- conservation treatment/repair
- reformatting &/→ digital projects



Preservation Program Design: no one model fits all



David Kupas, Oklahoma Panhandle State University, "More than Tape...Library Preservation on a Tight Budget" 6/22/2010

Weissman Preservation Center, The Harvard Library

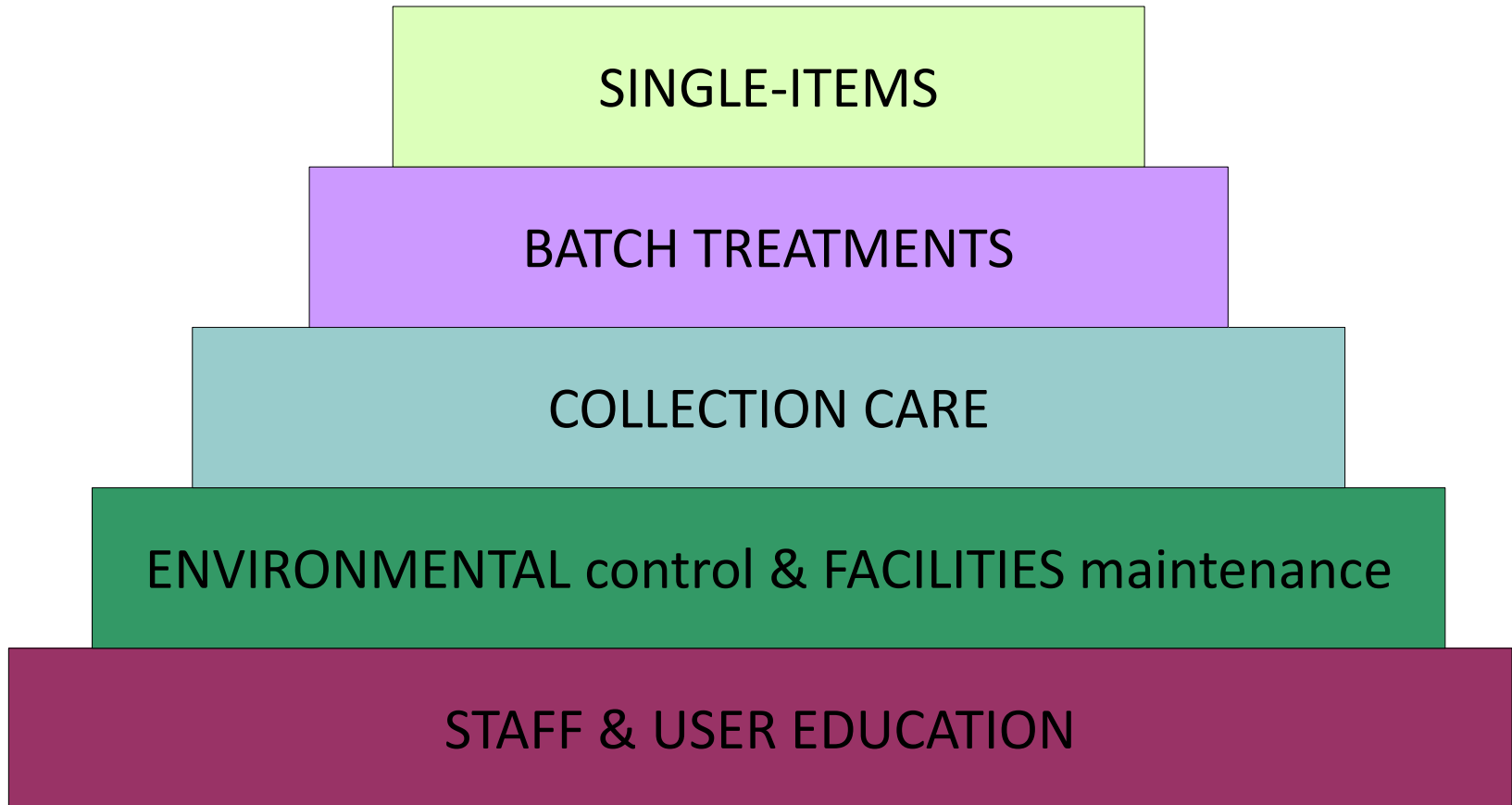
State-of-the-art equipment and furnishings support painstaking conservation work. 90 Mt. Auburn St. is a Gold LEED certified building, that utilizes a geothermal heating and cooling system and environmentally friendly building maintenance practices.



© Paul Warchol
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Preservation Pyramid



*Thank you to Brenda Bernier and the Mellon survey of photographs at Harvard for the Preservation Pyramid concept.



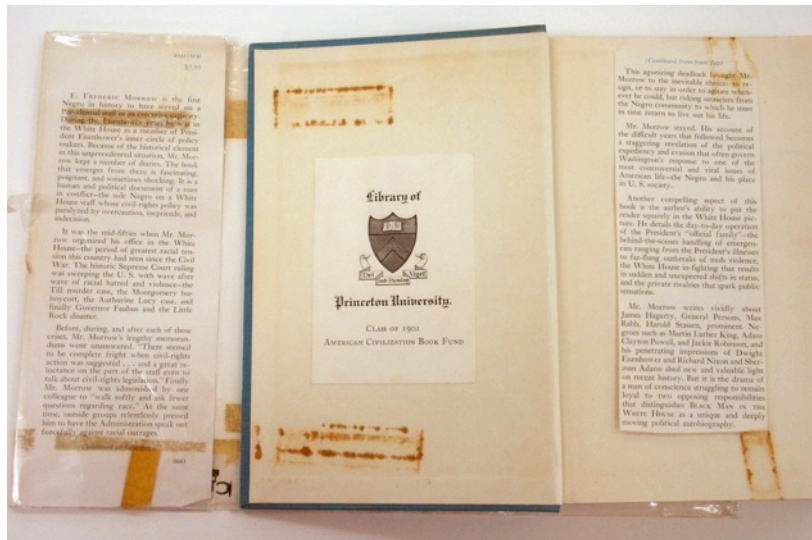
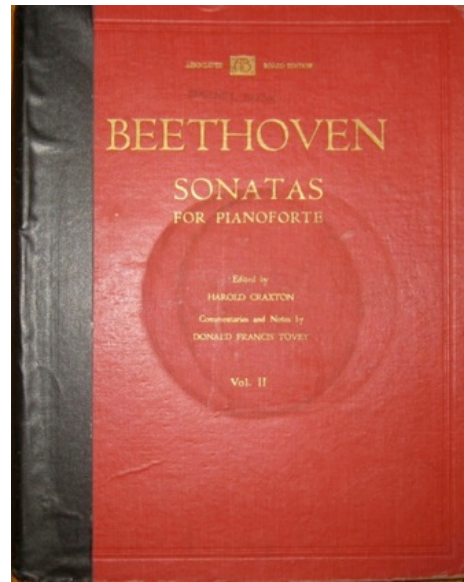
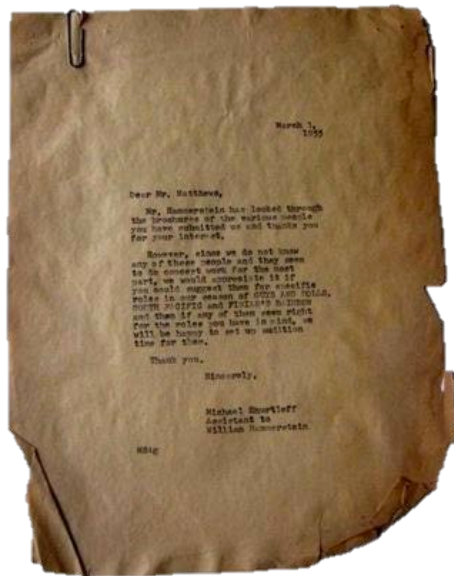
What damages library materials?

Internal factors (inherent vice)
materials, structures



External factors
climate, light, pollutants, storage & handling





Book Detectives



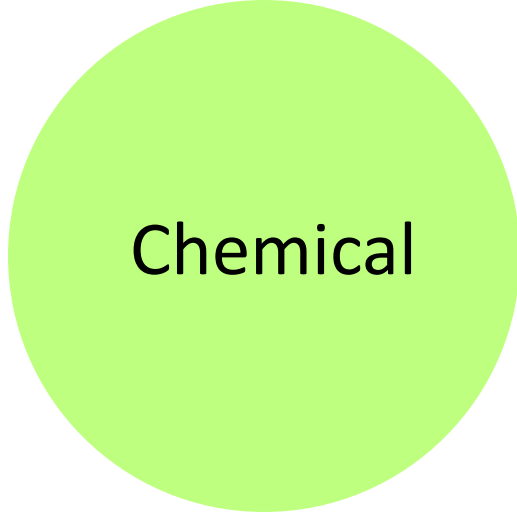
CAUSES OF DAMAGE CAN BE GROUPED INTO THREE MAIN TYPES



Mechanical

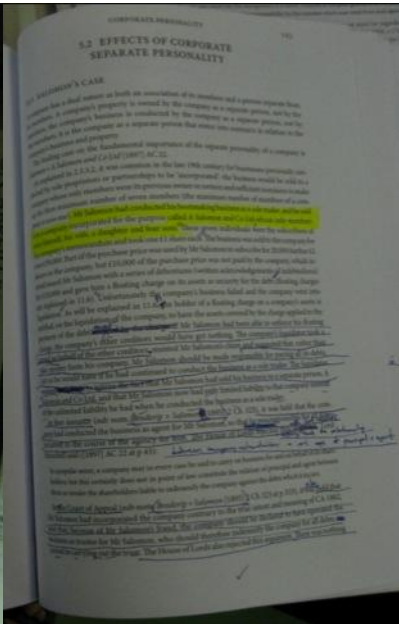


Biological

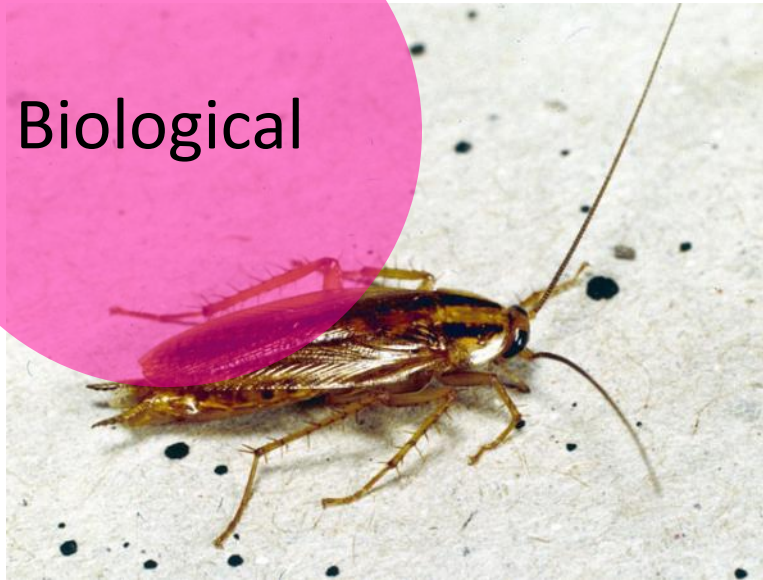


Chemical

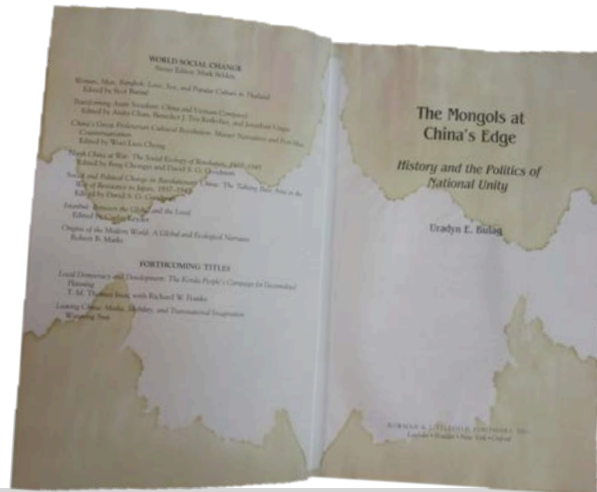
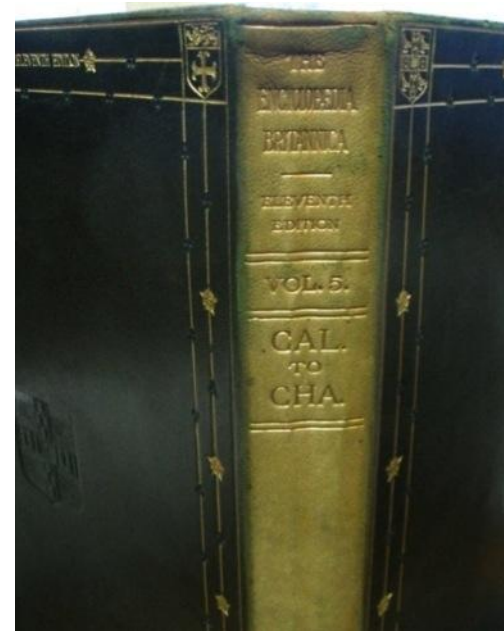
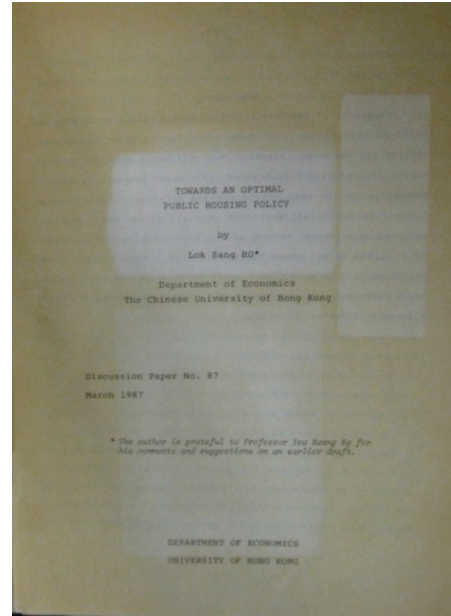
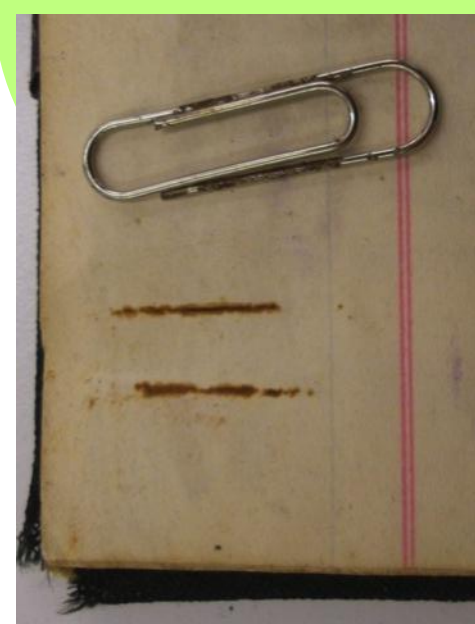
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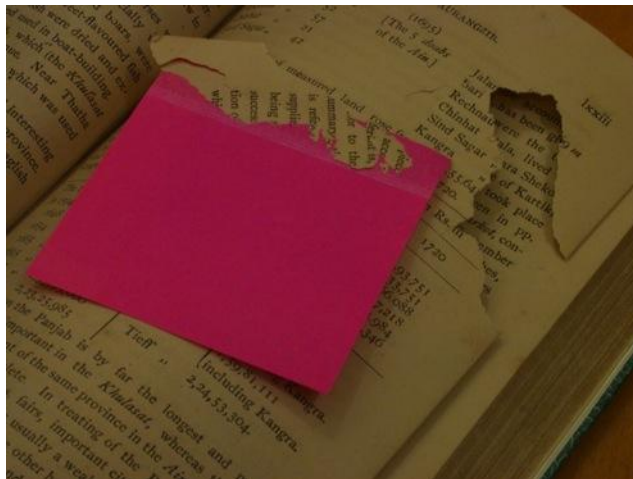
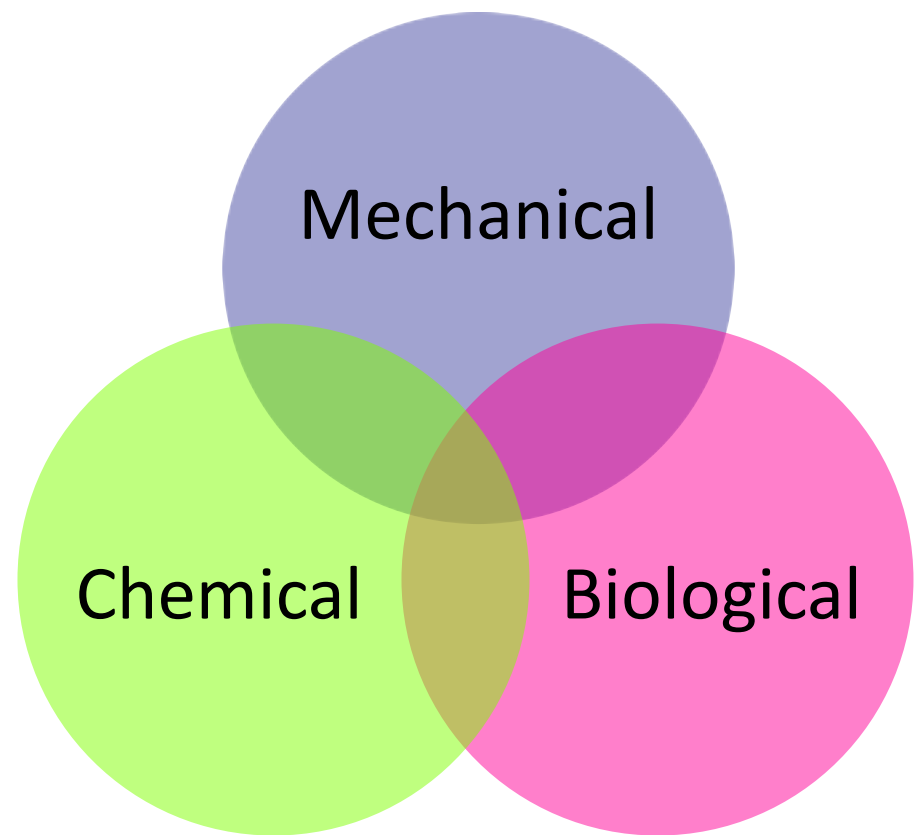
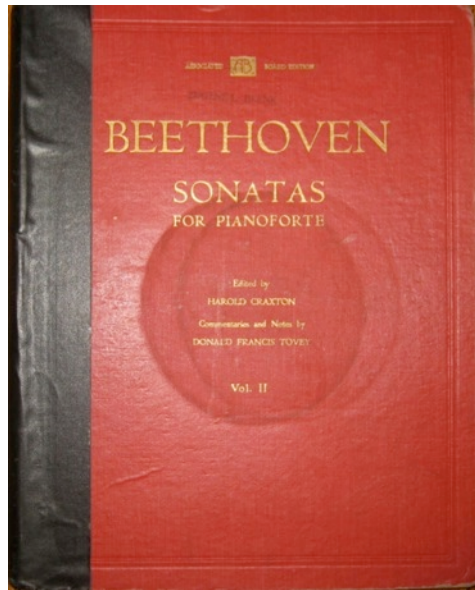


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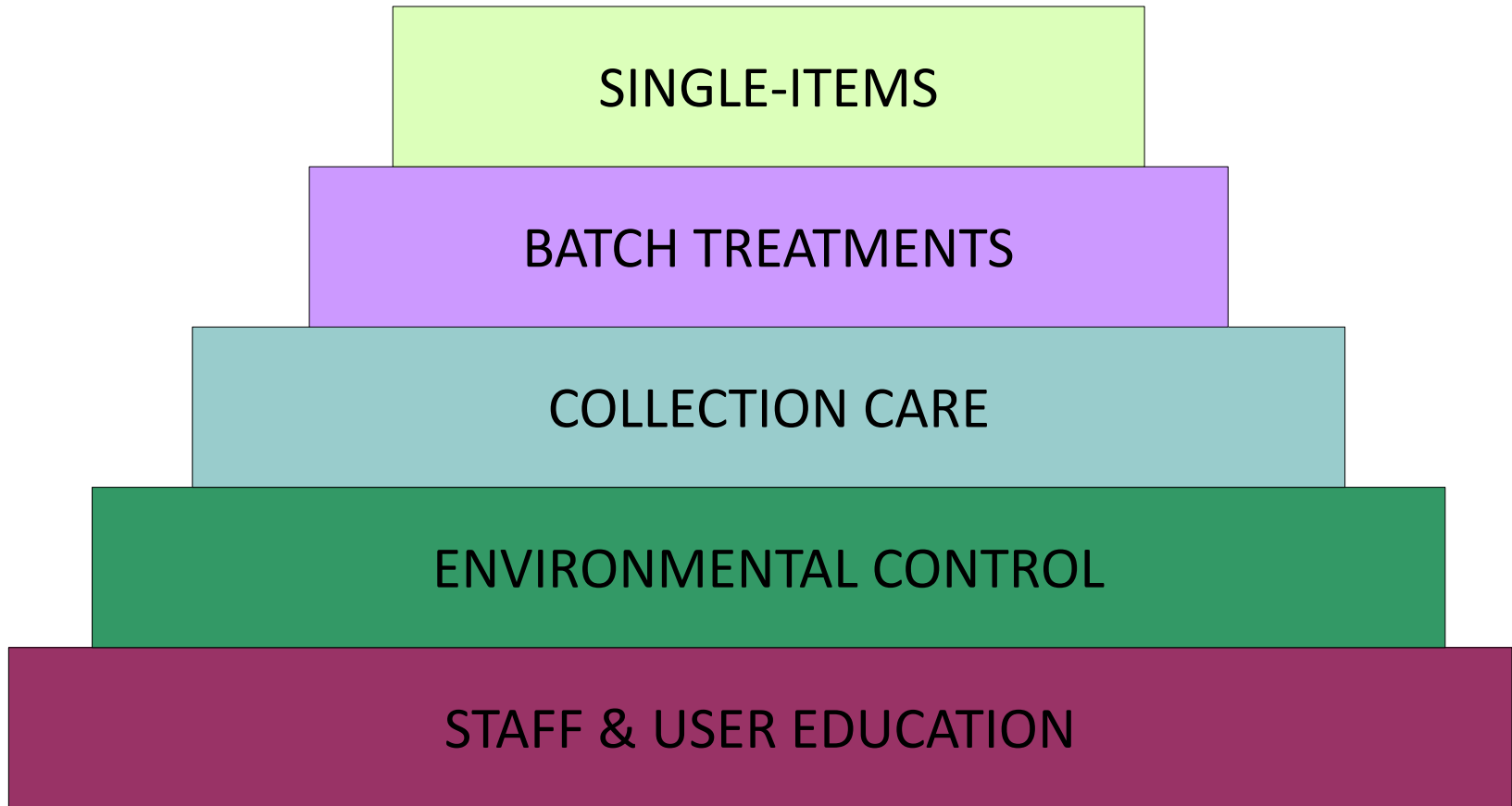


Chemical





Preservation Pyramid



*Thank you to Brenda Bernier and the Mellon survey of photographs at Harvard for the Preservation Pyramid concept.



CARE & HANDLING OF LIBRARY MATERIALS

For Library Staff

Preservation & Conservation Division, HKUL 2011

STAFF & USER EDUCATION

Responsibility

Library Staff:

- are stewards of the library collections
- need to be aware of best practices
- must set a good example for library patrons
- are actively helping to preserve the collections by handling materials carefully and thoughtfully

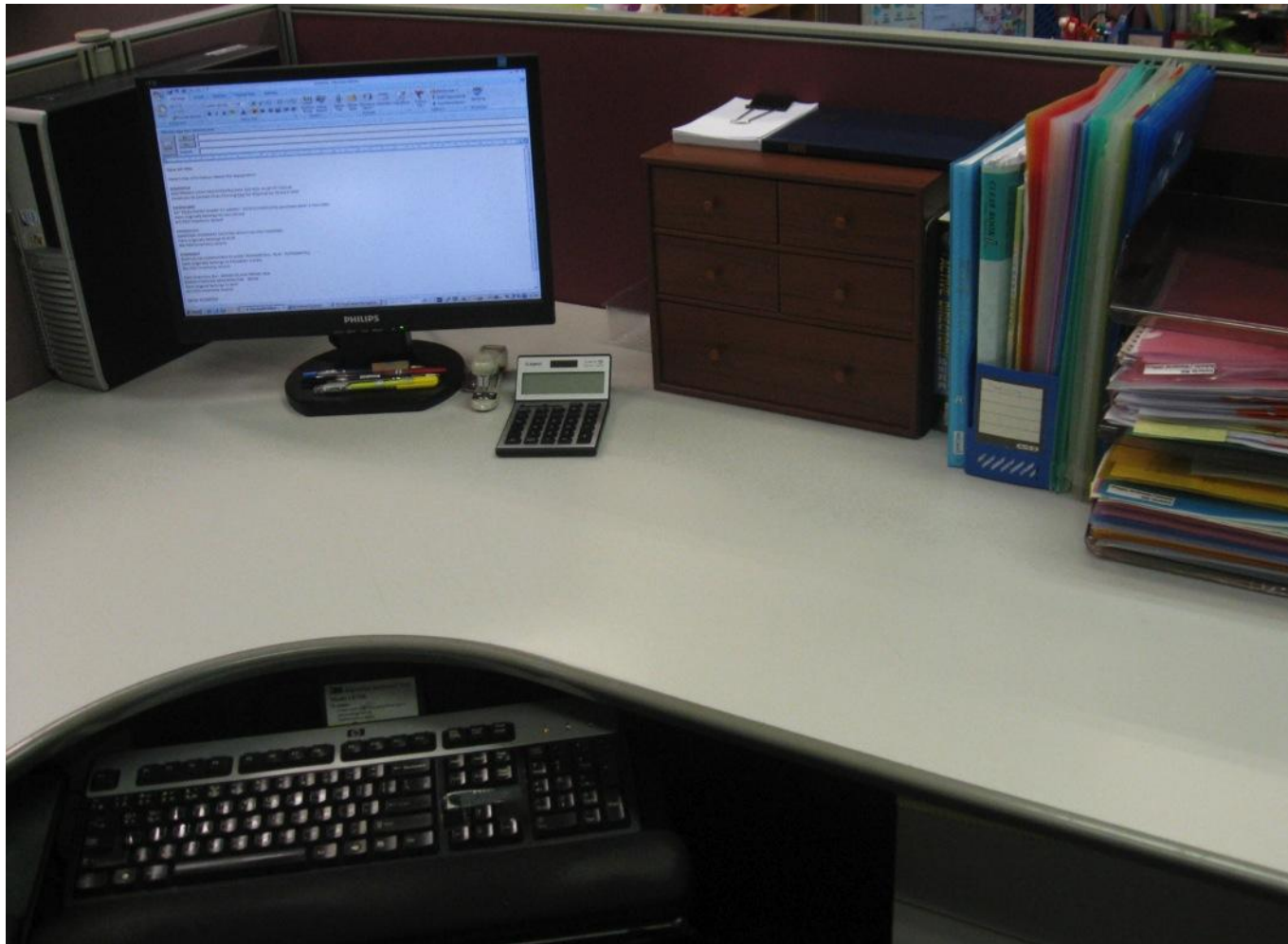
Before handling library materials, make sure your hands are **CLEAN** and **DRY**.



Remember to use soap!

STAFF & USER EDUCATION

Keep work space tidy and uncluttered



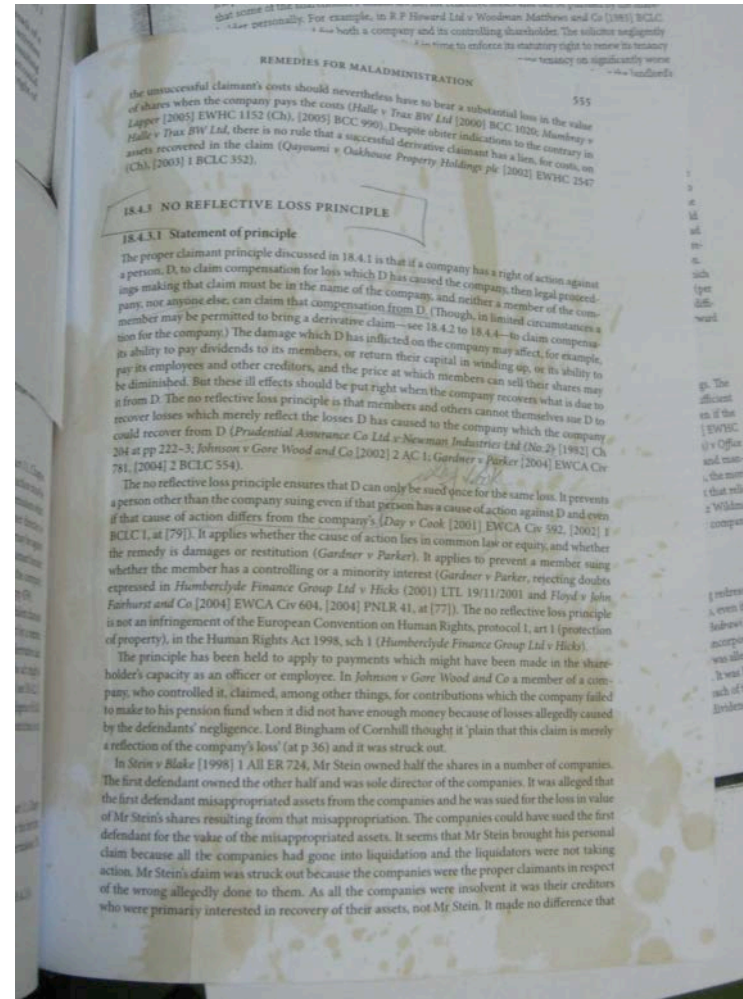
STAFF & USER EDUCATION

Help enforce the Food & Drink Policy for library users



STAFF & USER EDUCATION

DO NOT eat or drink while working with library materials. Liquids might spill and food will attract pests.



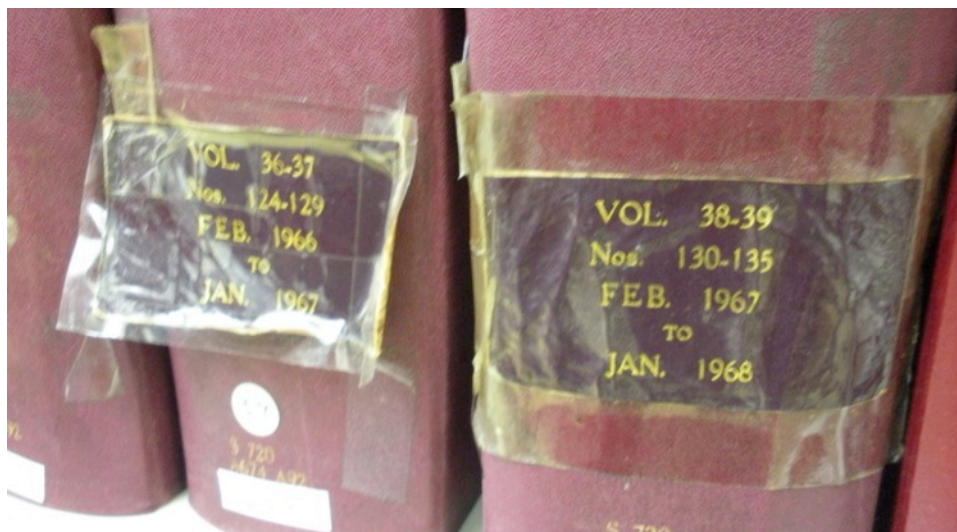
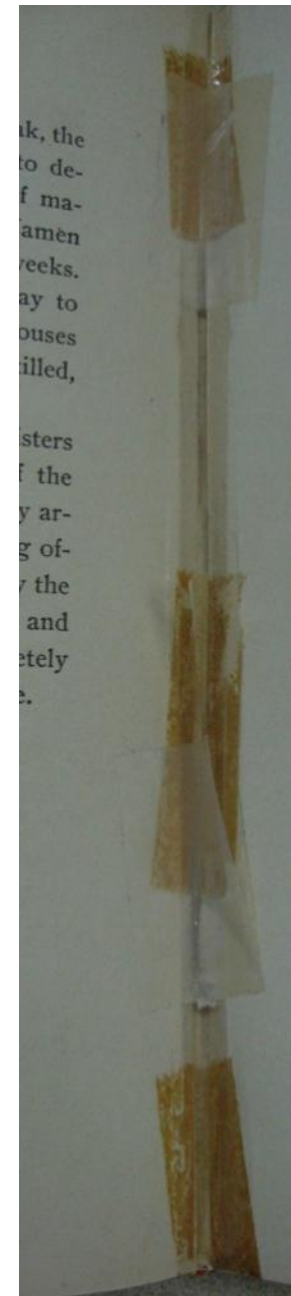
STAFF & USER EDUCATION

DO NOT use tape,



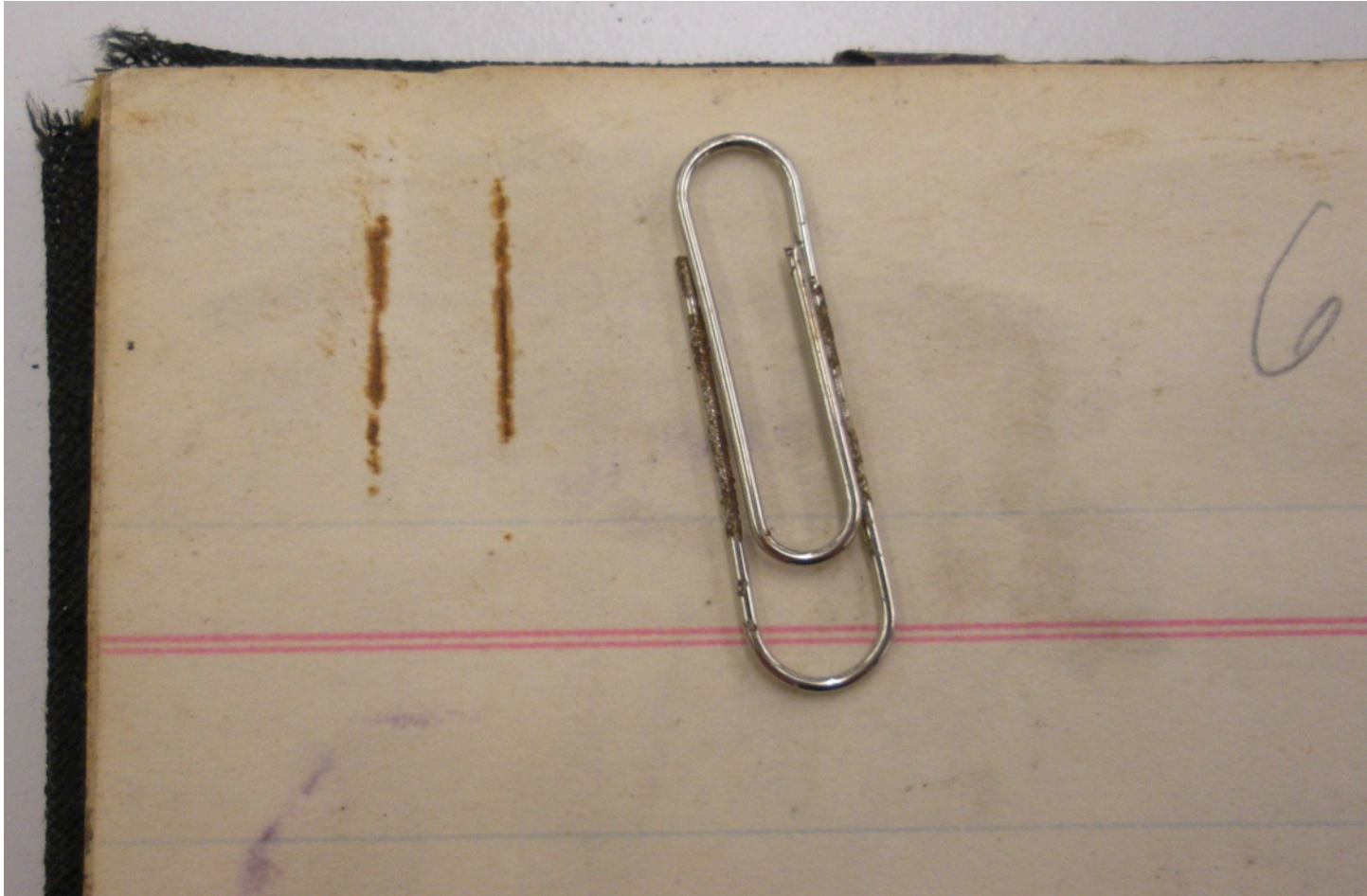
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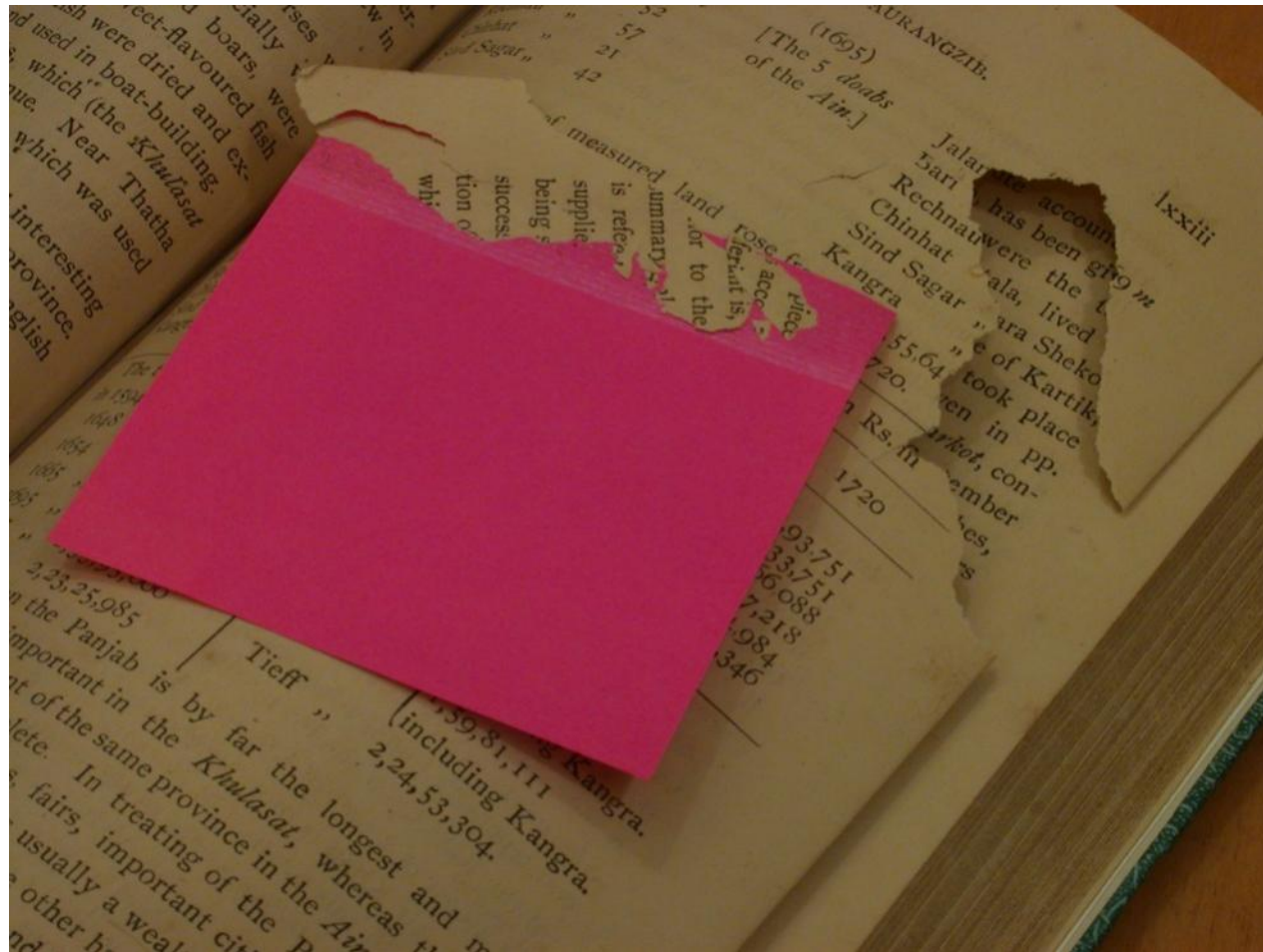


STAFF & USER EDUCATION

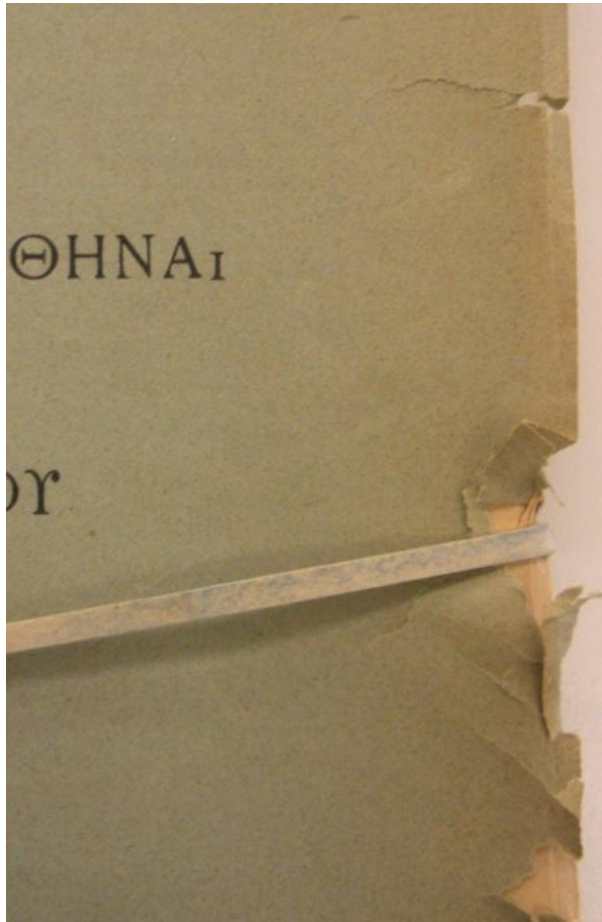
or paper clips,



or repositionable notes.



Use flat undyed cotton ties rather than rubber bands when appropriate.



When copying or scanning, never force a book open. Handle gently.



STAFF & USER EDUCATION

Assist readers with fragile books and use proper supports.



STAFF & USER EDUCATION

Retrieving Books

DO NOT pull on the head cap!



Push books on either side slightly in and grasp the book along the spine.



If the book is wide and difficult to grasp, pull from the top or front of the textblock.

SHELVING BOOKS

Make sure books are properly supported.

Don't force books into small spaces.



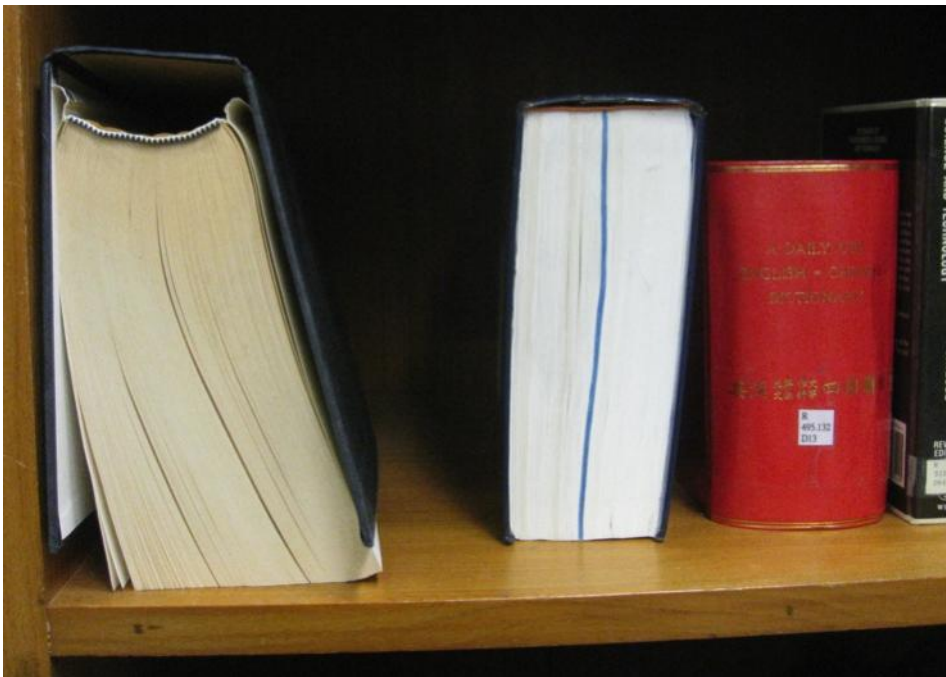
SHELVING BOOKS

Use bookends or bricks to properly support books.



SHELVING BOOKS

If a book is too tall for the shelf, place it spine side DOWN rather than spine up.



NO



YES!

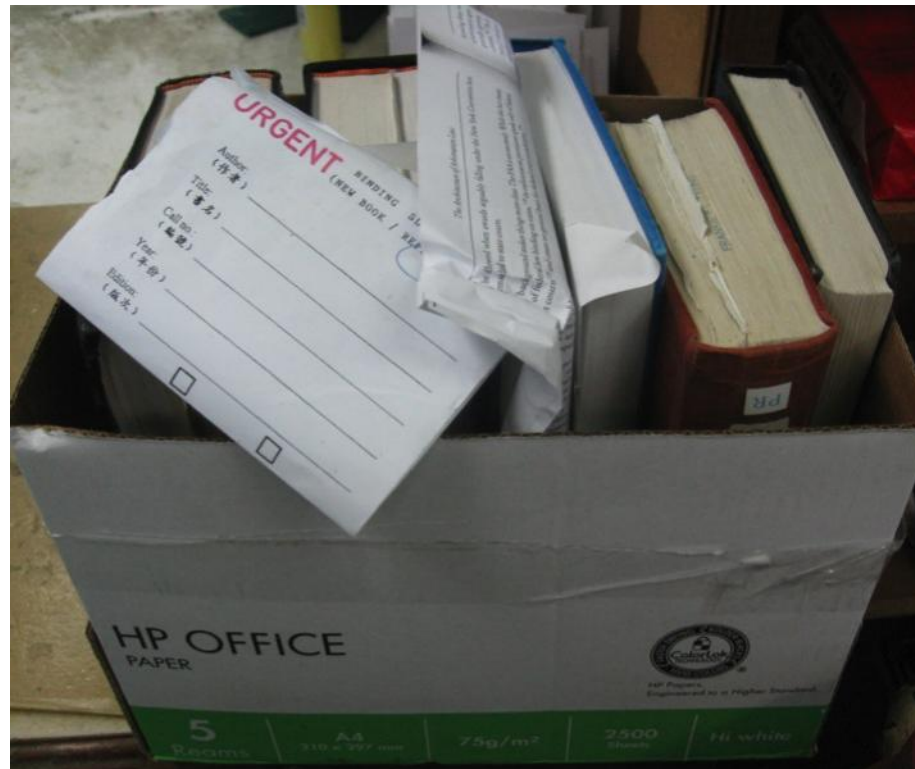
DON'T let stacks of books get too high.
DO check book return area often.



STAFF & USER EDUCATION

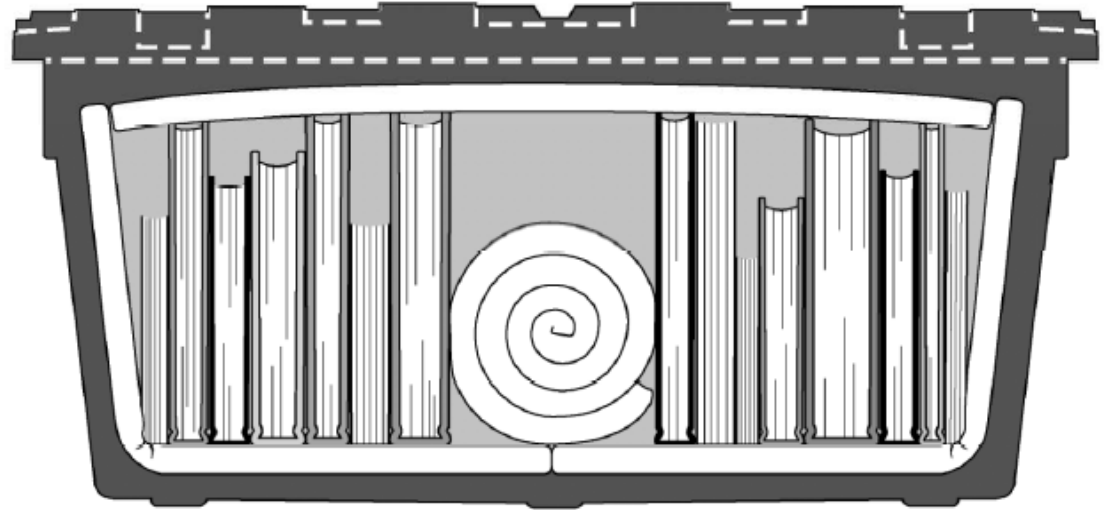
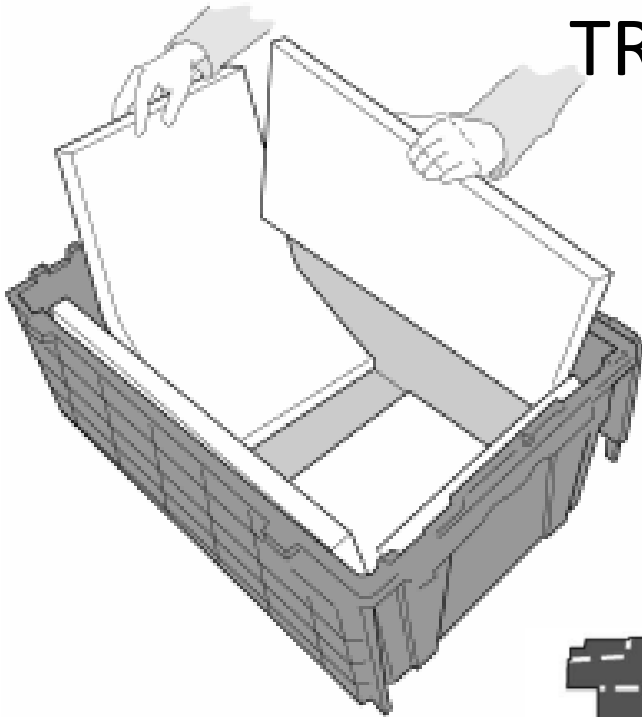
TRANSPORTING library materials

When library materials need to be moved within departments or library locations, make sure they are carefully packed in appropriate containers.



STAFF & USER EDUCATION

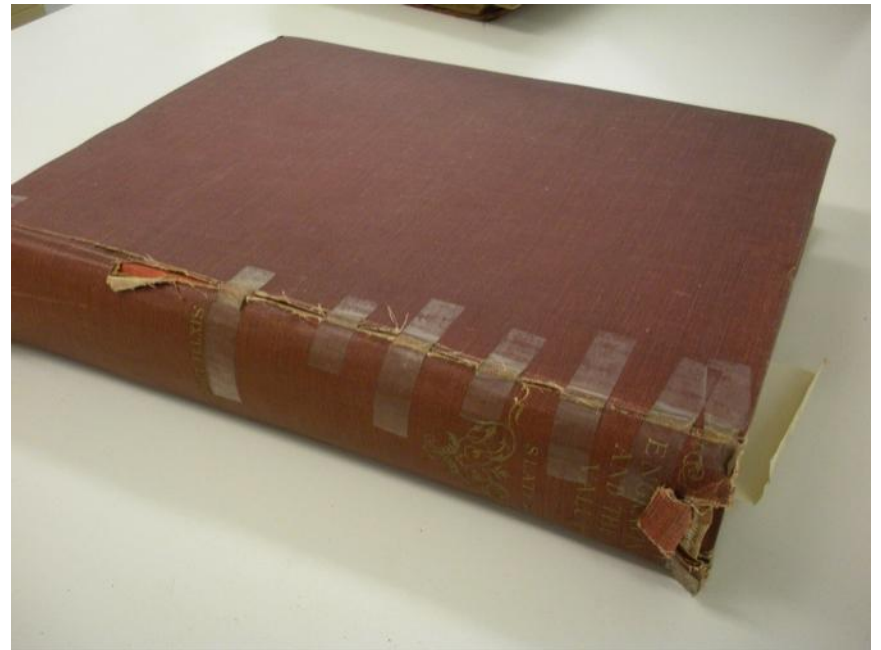
TRANSPORTING library materials



Images: Harvard College Library

STAFF & USER EDUCATION

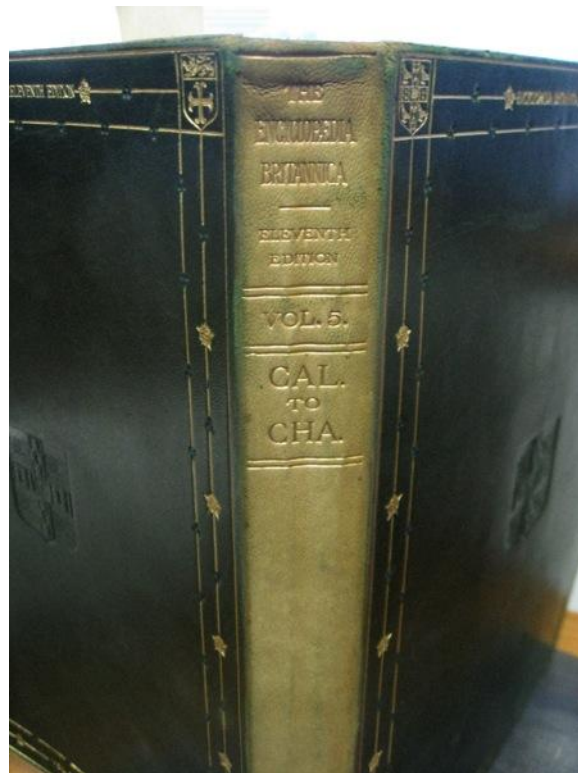
Send damaged materials to Conservation for repair, do not attempt to repair them yourself.



Be aware of environmental conditions and report if not appropriate.



Mold outbreak
caused by HVAC
malfunction



Fading caused by
exposure to harmful
light



Staining from
exposure to
pollutants

Preservation Pyramid



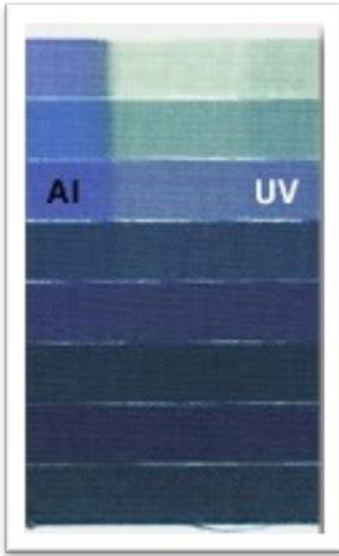
ENVIRONMENTAL CONTROL

STAFF & USER EDUCATION

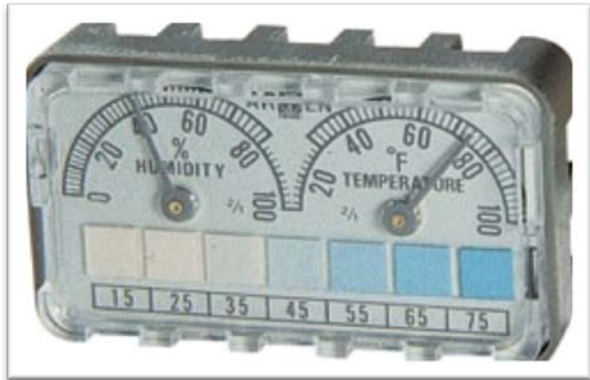
*Thank you to Brenda Bernier and the Mellon survey of photographs at Harvard for the Preservation Pyramid concept.



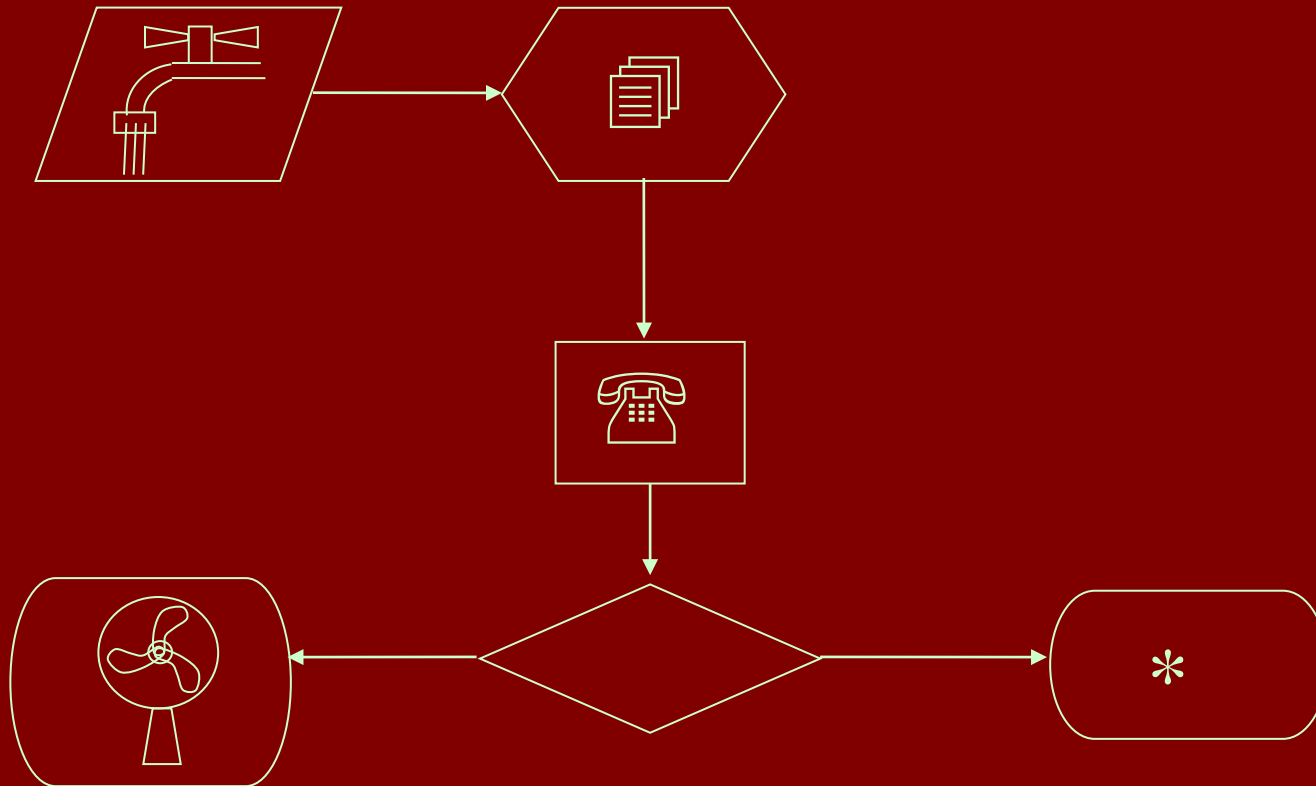
Environmental Monitoring



- Blue wool standard
- Arten thermohygrometer
- PEM



Emergency Preparedness



ENVIRONMENTAL control & FACILITIES maintenance

Emergency Preparedness Workshop



ENVIRONMENTAL control & FACILITIES maintenance

Preservation Pyramid



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Collection Care

Library Binding + End Processing

- Sampled Surveys
- Cleaning, Moving & Housing Collections
- Reformatting
- Deacidification

use driven

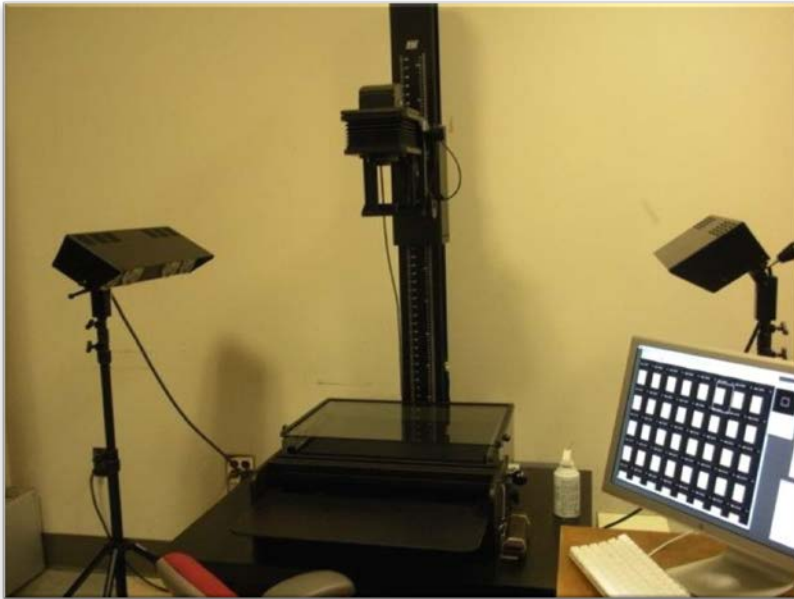
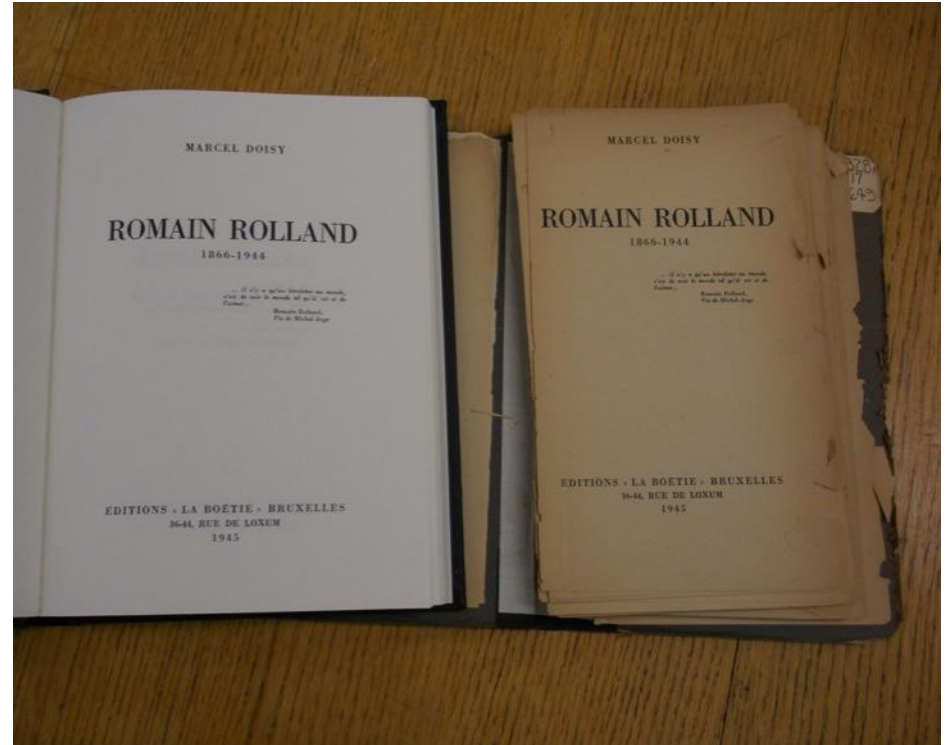


Stacks Cleaning using a HEPA vacuum



COLLECTION CARE

Reformatting

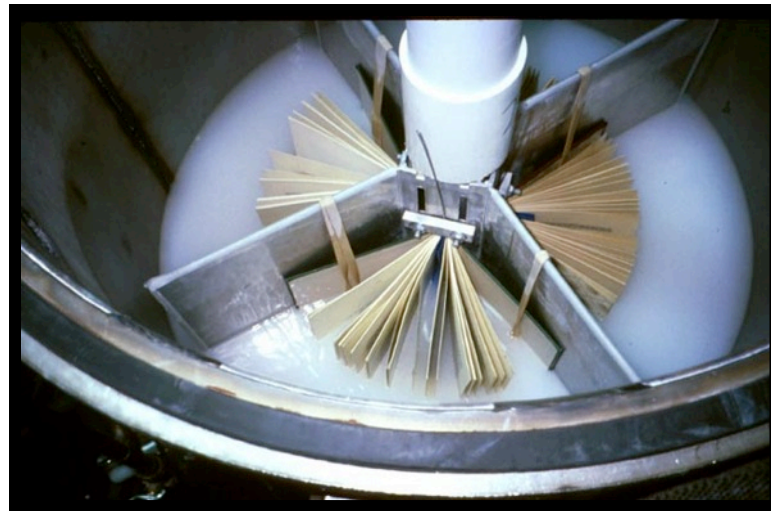


COLLECTION CARE

Spray Deacidification



Mass Deacidification



COLLECTION CARE



HKUL Bindery in Main Library – earlier days

COLLECTION CARE

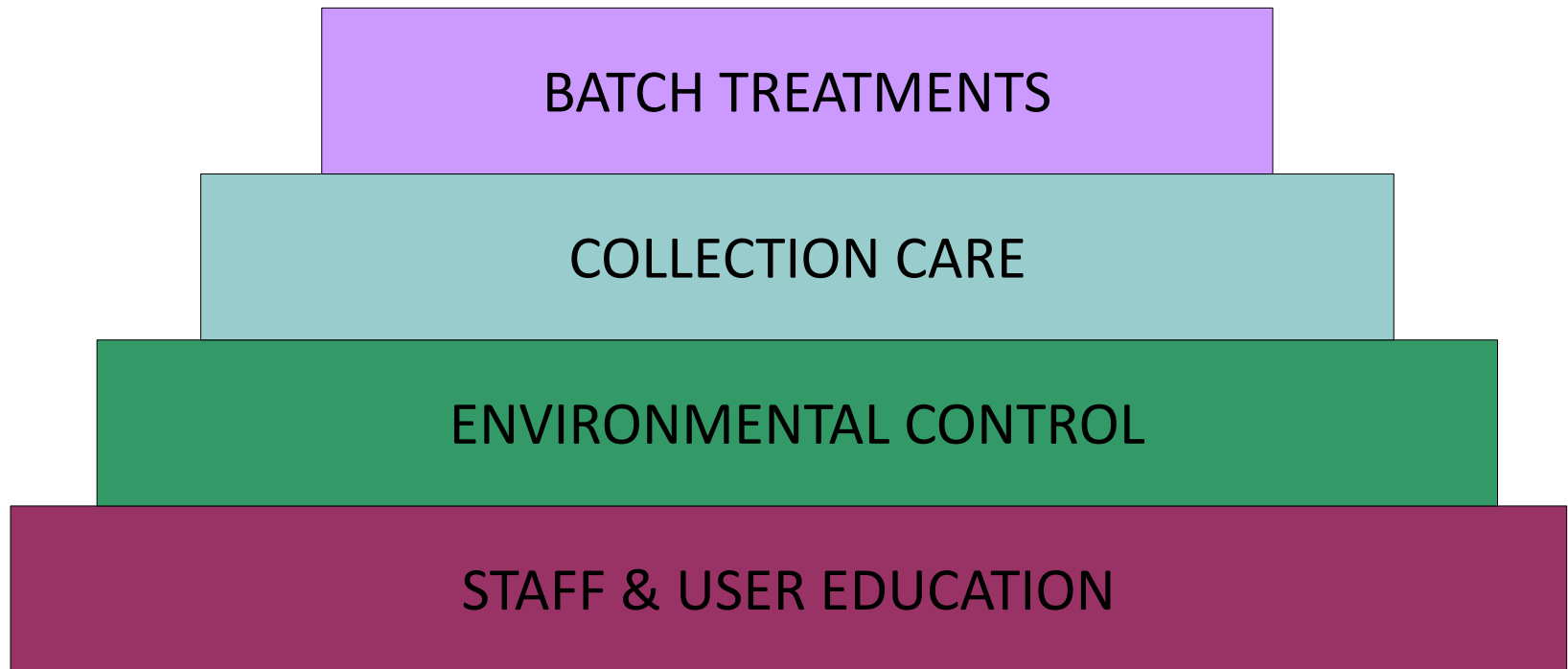


COLLECTION CARE



COLLECTION CARE

Preservation Pyramid



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Prioritizing & Selection for Treatment

Source of items for repair?

Concentrate efforts on which items?



Quick Repair Sessions Harvard Library



Photo credit: Priscilla Anderson and Alan Puglia, Harvard Library

BATCH TREATMENTS



Toning tissue

Applying adhesive



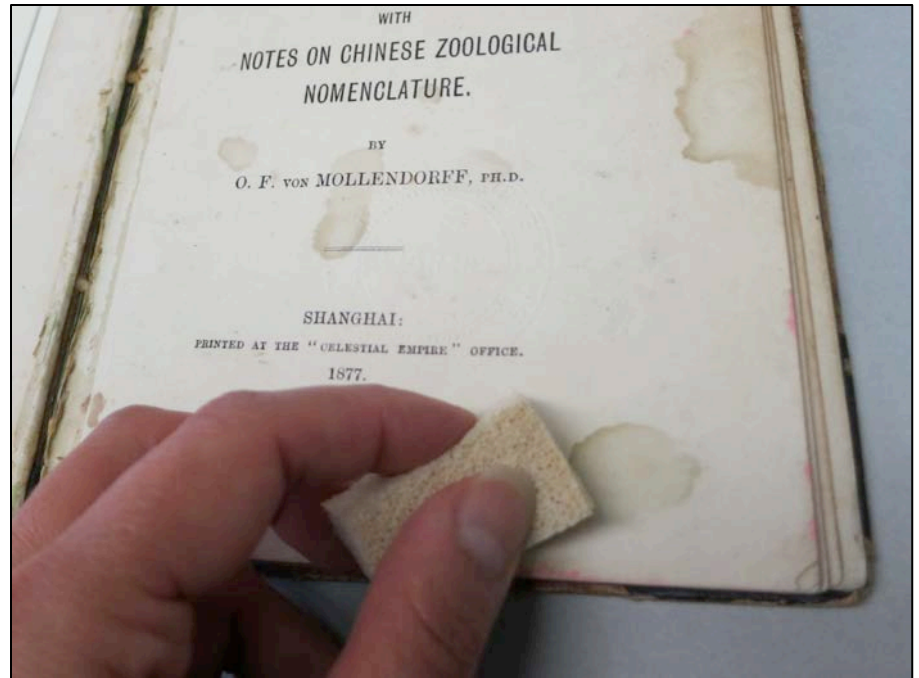
Photo credit: Priscilla Anderson and Alan Puglia, Harvard Library

Repair Papers



BATCH TREATMENTS

Dry Cleaning



BATCH TREATMENTS

Paper Repair and Hinge-In



Photo credit: Priscilla Anderson and Alan Puglia, Harvard Library

BATCH TREATMENTS

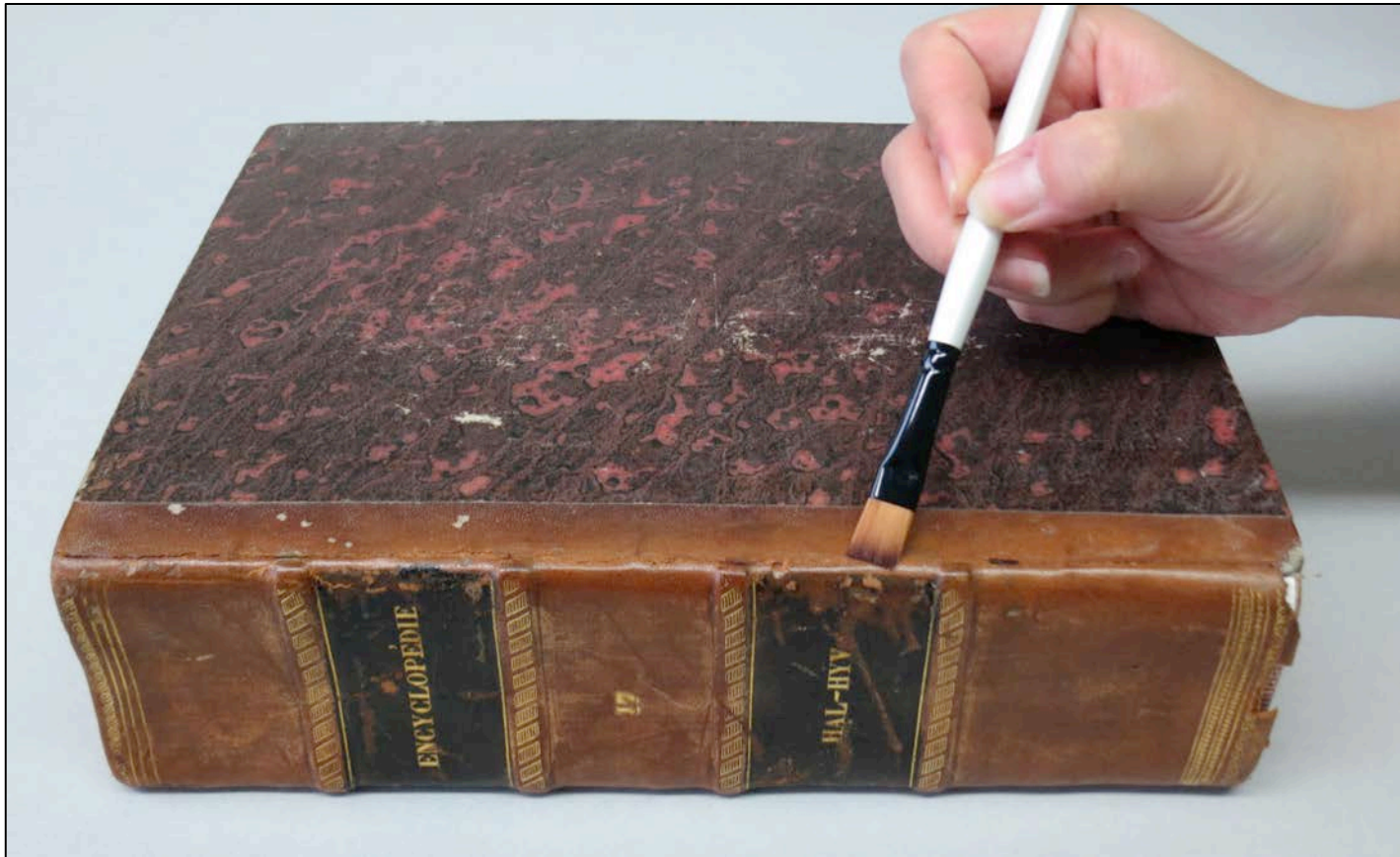
Corner Repair



Photo credit: Priscilla Anderson and Alan Puglia, Harvard Library

BATCH TREATMENTS

Leather Consolidation



BATCH TREATMENTS

Inner Hinge Repair



Photo credit: Priscilla Anderson and Alan Puglia, Harvard Library

BATCH TREATMENTS

Joint Repair / Board Attachment

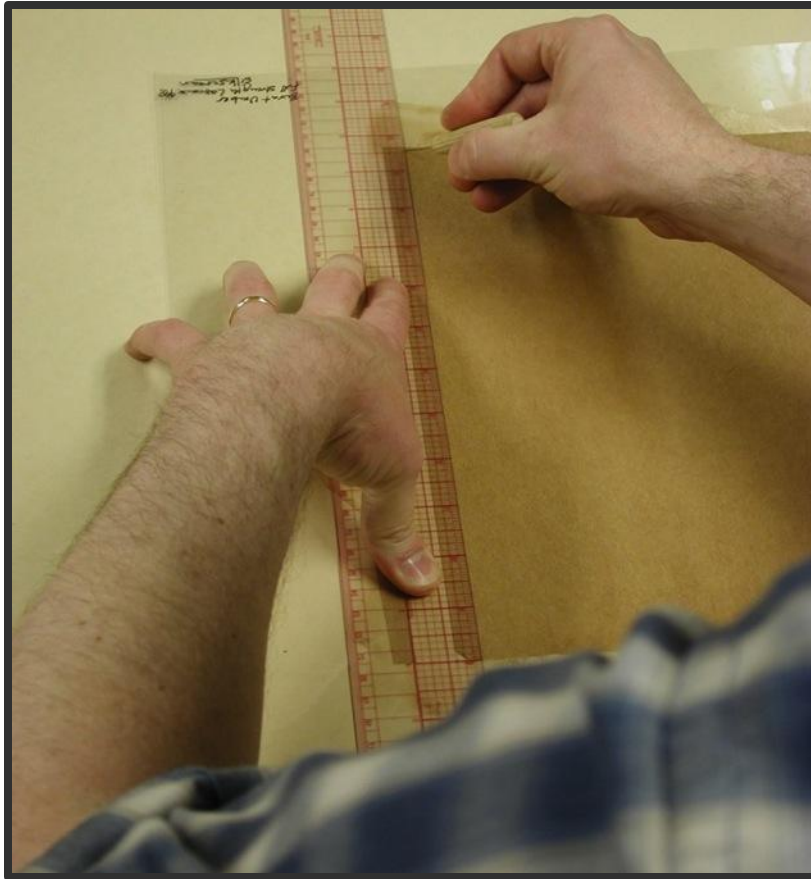


Photo credit: Priscilla Anderson and Alan Puglia, Harvard Library

BATCH TREATMENTS

Finishing a Repair



Photo credit: Priscilla Anderson and Alan Puglia, Harvard Library

BATCH TREATMENTS

Conservation Standards

Reversibility

Stability

Durability

Aesthetics

Preservation Pyramid



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76%

of HKUL
current
acquisitions
budget targeted
for e-resources

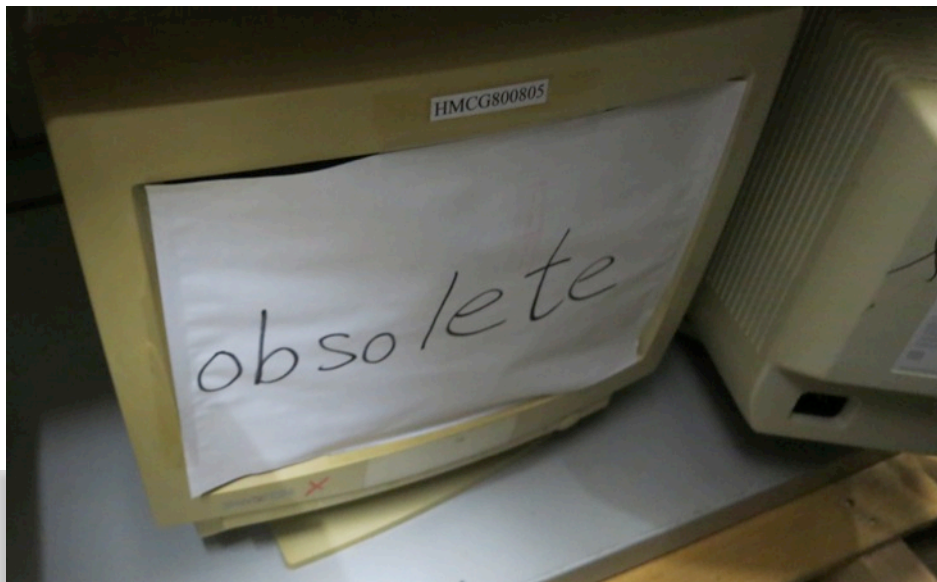
PRESERVATION of print collections?

- less time and money spent binding books and journals
- more focus on aging special collections
- In 2010 HKU established first formal preservation and conservation division in an academic library in Hong Kong

Digitization = access! (but ≠ preservation!)

- doesn't guarantee CONTINUED access
- permanence and authenticity questions
- high rate of obsolescence hardware/software
- instability of storage medium

Digitization projects have resulted in the development of batching methods and quick stabilizing repairs in lieu of full conservation treatments.

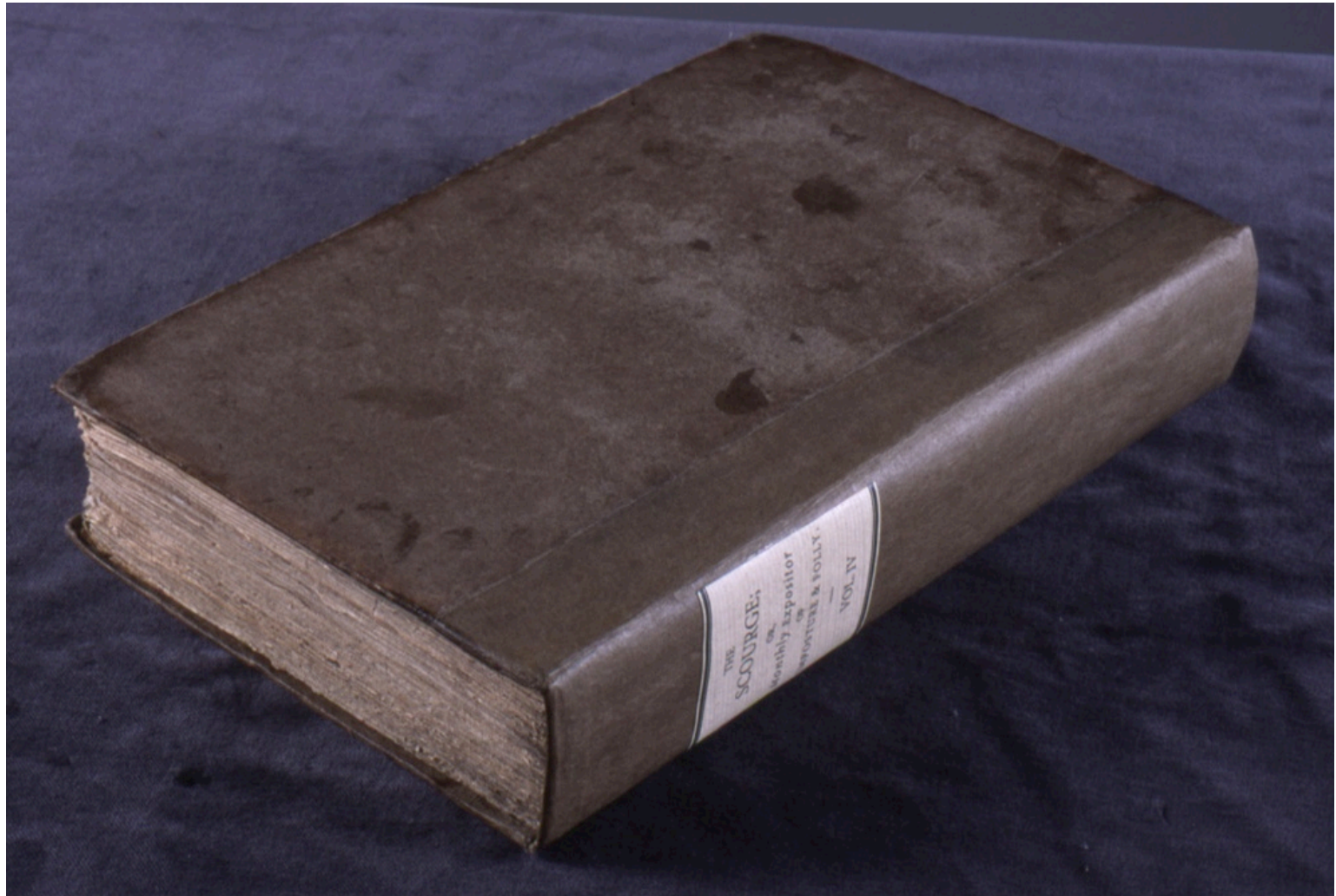


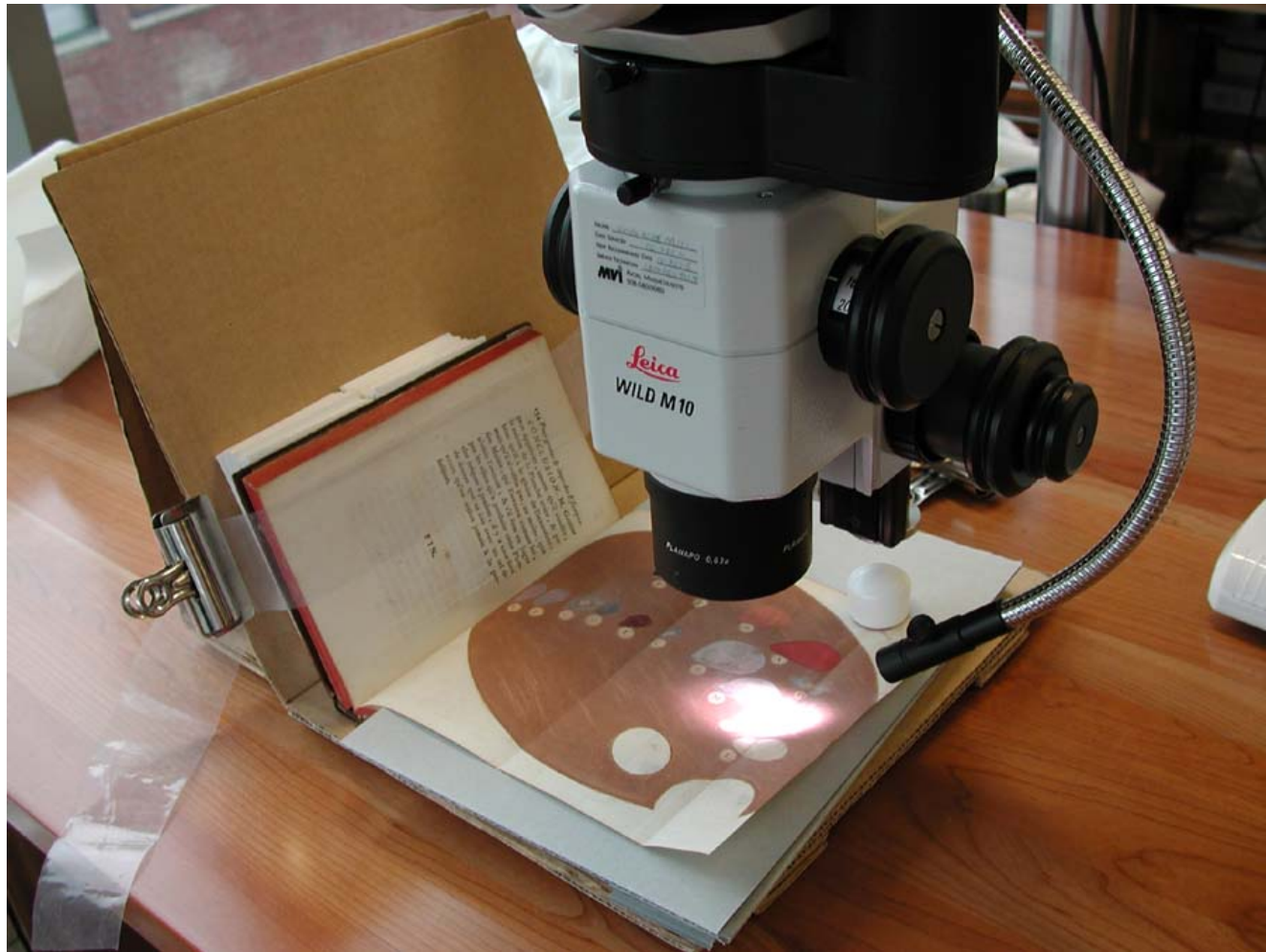
CONSERVATION TREATMENT of Special Collections Materials











SINGLE-ITEM conservation treatments

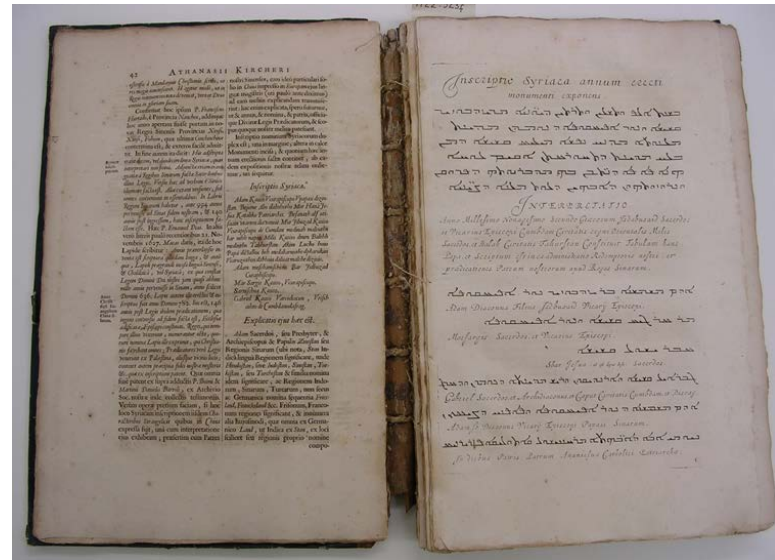




SINGLE-ITEM conservation treatments



Before Treatment



During Treatment



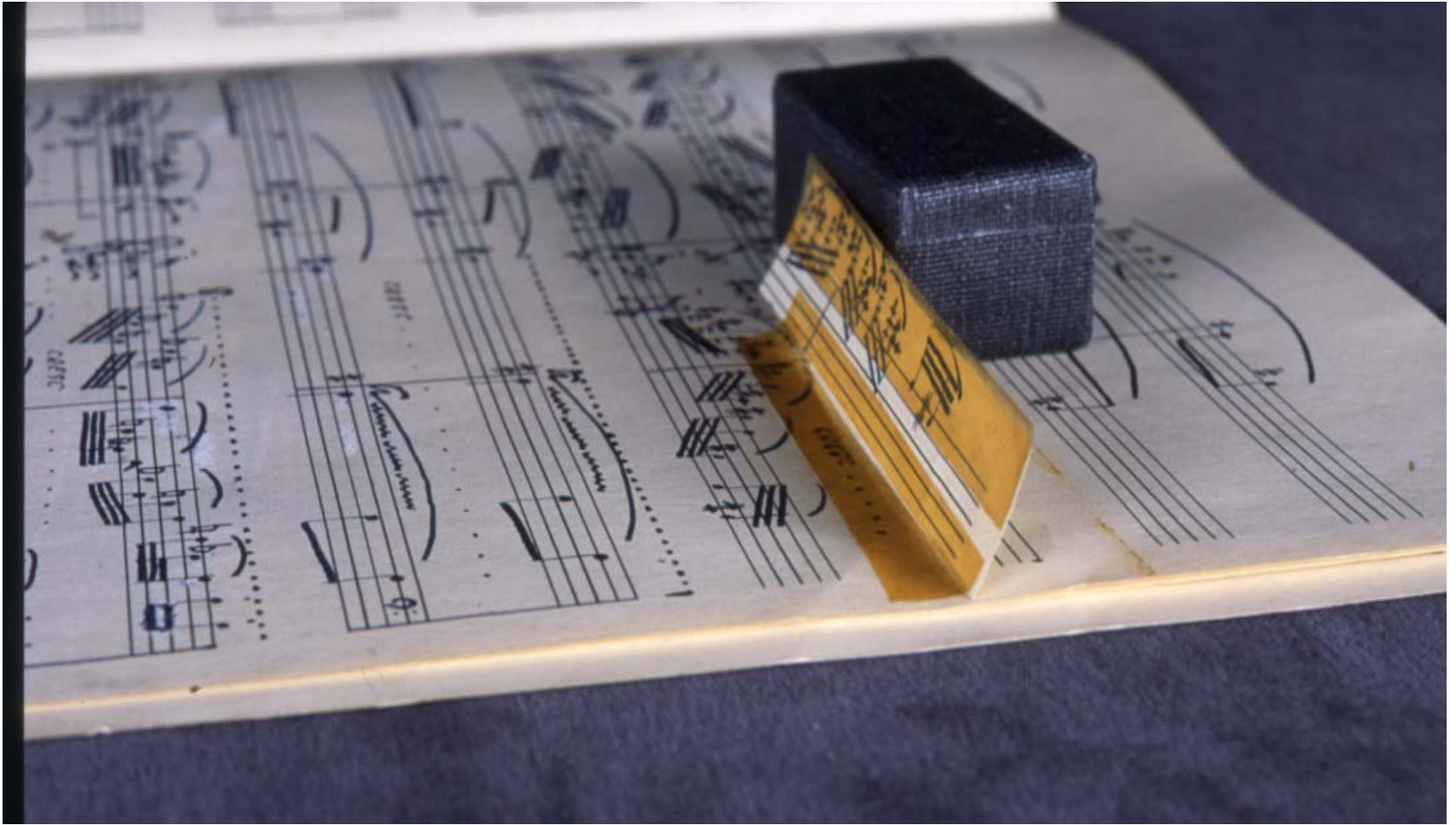
After Treatment





SINGLE-ITEM conservation treatments





SINGLE-ITEM conservation treatments





SINGLE-ITEM conservation treatments







SINGLE-ITEM conservation treatments









The Fathers last Blessing.

soul is better to with sickness, than
ved out of habitation.
udden death, which strikes
ding war, from which the
ber us. And there is also a guile
departing in peace, when the
it were steal out of the Body.
Jofiah he dyes by the wound of
2 Chron. 35. 23. Abimelech by the
stone, Judg. 9. 53. Wicked proud
eaten up of dogs, 2 Kings 9. 36.
thousand of casualties and offences
man living knoweth what shall be
For unto God the Lord belong
death, Psal. 68. 20. There is but one
the world, but there is a thousand
of the world. And we may all say
as David of Ahimaz, he is a good
bringeth good tydings.

For first, the death of the body
from the body of death, the
corruption.

Secondly, the death of the
from the misery and incumbances
life. So many are the miseries
atons of this life, that were it
ope of heaven, it would be worse
hell; crosses and afflictions con

The Fathers last

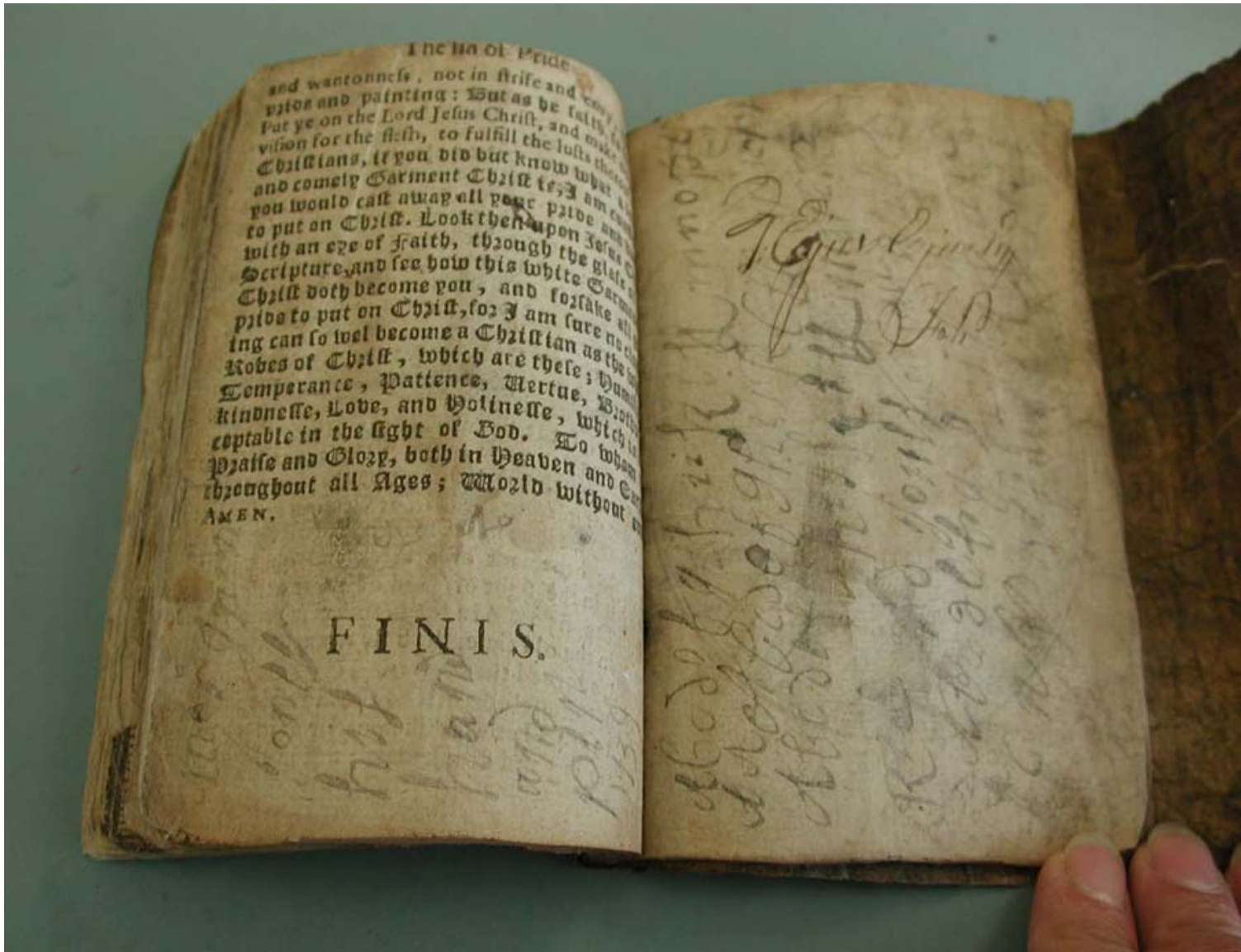
nd as Jobs messengers
is like a winters day,
Gen. 47. 9. Man that is
but of few dayes, but
4. 12. Lastly, death trans
son to a Palace, from a
wife, from a vale of miserie
of Glory, where God shall
ars from our eyes, Rev. 21. 4.
shall be no more death, no
eruing, neither shall there be any more
where we shall be perfectly free from
sin; therefore may we say with
Better is the dead then the living. As
St. Paul, To me to live is Christ, and to
gain. Phil. 1. 21.

every man with Balaam desires to dye
death of the righteous, Numb. 23. 10.
in this they desire well: for to dye
is a point of the highest concernment
the world, because either eternal life or
eternall death depends upon it; for as the
falls, so shall it rise. But to dye well is
attainable, unless we have first learnt
the art of living well: a fair day may have
soul ebting, but a good life cannot have
had death; for as David saith, Psal. 37. 37
Ma









The Hat of Pride
and wantonness, not in strife and
vitor and painting: But as he saith,
Put ye on the Lord Jesus Christ, and make
vision for the flesh, to fulfill the lusts
Christians, if you did but know what
and comely Garment Christ is, I am
you would cast away all your
to put on Christ. Look then upon Jesus
with an eye of faith, through the
Scripture, and see how this white
Christ doth become you, and forsake
pride to put on Christ, for I am sure
ing can so well become a Christian as the
Robes of Christ, which are these; Hum
Temperance, Patience, Vertue, Hum
kindnesse, Love, and Holinesse, Wh
ceptable in the sight of God, whi
Prasse and Glozy, both in Heaven and
throughout all Ages; World without
AMEN.

FINIS.

[Handwritten text in cursive script, likely a commentary or a different version of the text on the left page.]



Future directions and questions:

- sustainability
- environmental impacts
- preservation and conservation standards
- adaptation of international standards?
do we need regional standards?





Thank You!

Thank you Priscilla Anderson, Alan Puglia, Evelyn Frangakis, Brenda Bernier, Melissa Banta, The Harvard Library, The Northeast Document Conservation Center, The University of Hong Kong Libraries Preservation Centre staff & The Rizal Library.

